

R12 PLW-gm

DIRECTOR OF CENTRAL INTELLIGENCE  
Committee on Imagery Requirements and ExploitationDC/ICS - 82 - 4591  
17 September 1982MEMORANDUM FOR: 

STAT

SUBJECT: Survey of User Training for CAMS2 Processing Segment (P/S)

REFERENCE: CAMS2 Processing Segment Training Plan (U), Specification Number D01005, Dated 16 July 1982

1. I request your assistance in support of a COMIREX/OICE-sponsored survey of anticipated needs for training prior to and following implementation of the new CAMS2 (P/S) system in May 1984.
2. The reference describes the contractor proposed courses and materials to be used in the CAMS2 (P/S) Training Program provided as a part of the Processing Segment Detailed System Design Review (DSDR) documentation package. The courses are designed to facilitate user transition from the existing CAMS to the CAMS2 (P/S) system, and to provide training on CAMS2 (P/S) for users with no previous CAMS experience. Present planning provides for CAMS2 (P/S) training to be offered intermittently three months prior to IOC and three months following IOC. Thereafter, CAMS2 (P/S) training will be scheduled regularly, but not as an IOC-related activity.
3. It is believed that the projected number of users to be trained during the six month period centered on IOC as contained in the reference, is in need of revision. The results of this survey will provide more definitive data on the number of users to be trained. The data will also enable us to adjust estimates of the requisite resources and course scheduling requirements.
4. The CAMS2 (P/S) user training survey consists of two phases. Initially, the survey form is to be completed by your organization, and returned (to the address indicated on the form) by 15 October 1982. Copies of the survey form are contained in the attachment. Following the return of the survey form, the second phase will consist of follow-up telephone and/or personal contact with you and/or your designated representative by a member of the CAMS2 (P/S) staff for the purpose of clarifying or amplifying data contained in the survey form.

5. Please note that the attached survey form is that intended for OICE staff members. It is our belief that OD-4 personnel should be familiar with all aspects of requirements generation and tasking, and therefore should be prepared to attend both the general Community-user oriented course and the OICE operational staff course. The development contractor cannot support any specially tailored courses for your organization during the transition period. Attendance at the staff course does not, however, imply unlimited access to or full user command privileges for certain operational CAMS2 files.

6. Please note the above-indicated deadline of 15 October 1982, the date by which the survey must be in the hands of the contractor in order to meet the established project timeline. Your timely and carefully prepared response(s) to the survey will materially assist our planning for the CAMS2 (P/S) Training Program.

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Attachment: As stated



**Page Denied**

SURVEY OF ANTICIPATED  
OPERATIONAL/STAFF TRAINING  
on the  
COMIREX AUTOMATED MANAGEMENT SYSTEM (CAMS2)  
PROCESSING SEGMENT (P/S)

ORGANIZATION: \_\_\_\_\_

COMPONENT (e.g., Directorate, Division, Branch): \_\_\_\_\_

POINT(S) OF CONTACT: \_\_\_\_\_

TELEPHONE NUMBER: (    ) - \_\_\_\_\_

The purpose of this survey is to acquire data on anticipated Operational/Staff needs for user training on CAMS2 (P/S) prior to and following implementation of the new system in May 1984. The data will be used to support estimates of CAMS2 (P/S) training resources and scheduling requirements. Formal notification of course schedules and solicitation of applications for Operational/Staff training will be provided approximately October 1983.

The survey is organized into three parts, according to the type(s) of instruction, as follows:

- Part I    - Introduction to CAMS2 (P/S) and  
            CAMS2 (P/S) for the Staff User
- Part II   - CAMS2 (P/S) Language and Functions and  
            CAMS2 (P/S) for the Staff User
- Part III - CAMS2 (P/S) Software Support Programs

If there are any questions regarding the inquiries contained herein, the CAMS2 (P/S) point of contact is  STAT

When completed, the forms should be approved, assigned the appropriate security classification, and forwarded by 15 October 1982 to:

CENTRAL INTELLIGENCE AGENCY

ATTN:   
Room 5E25  
Washington, D.C. 20005

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COMIREX OPERATIONAL/STAFF  
USER TRAINING FOR CAMS2 (P/S)

Part I - INTRODUCTION TO CAMS2 (P/S) and  
CAMS2 (P/S) FOR THE STAFF USER

A. Two courses will be offered for the Operational/Staff user, namely INTRODUCTION TO CAMS2 (P/S) and CAMS2 (P/S) FOR THE STAFF USER, to provide training in support of the transition from the present CAMS system to CAMS2 (P/S). Emphasis will be placed on similarities and differences between the two systems in support of functional tasks. The courses will be offered on a scheduled basis for twelve weeks prior to CAMS2 (P/S) IOC (15 May 1984). A synopsis of both courses follows.

The INTRODUCTION TO CAMS2 (P/S) is the introductory course for the new system and is of eight days duration. CAMS2 (P/S) FOR THE STAFF USER immediately follows the introductory course, is two days in length, and provides instruction on programs which support tasks performed by Operational/Staff users. Attendance at both courses is required by Operational/Staff users. Prerequisites for course attendance include:

1. Prior attendance at the CAMS Language and Functions course (or equivalent special training) and CAMS Staff experience
2. Familiarity with the Delta Data 7260T Terminal\*

Topics covered in the courses include, but are not limited to:

INTRODUCTION TO CAMS2 (P/S)

User Command Language  
Nomination Process  
CAMS2 (P/S) Databases  
Database Queries  
User Aids  
'ASKIT' Type Queries

CAMS2 (P/S) FOR THE STAFF USER

Review, Coordination, and  
Disposition Process  
Requirements Tasking/Transfer  
Process  
Accomplishments Analysis  
and Reporting

\* Programmed replacement of currently installed CAMS terminals with the new Delta Data 7260T terminals, which commenced FY 82, will be completed by the end of FY 83. Users may familiarize themselves with the terminal by use in the work environment, attendance at a Delta Data 7260T terminal course offered through the CIA Information Science Center (ISC), or by completing the 7260T terminal self-study workbook sent to CAMS2 (P/S) course attendees with the student registration package.

B. Responses to the following inquiries relate to your organization needs for the INTRODUCTION TO CAMS2 (P/S) and CAMS2 (P/S) FOR THE STAFF USER.

1. How many CAMS users are currently in your organization/component? \_\_\_\_\_
2. It is estimated that the total number of CAMS users, indicated in B.1 above, will increase to \_\_\_\_\_... or decrease to \_\_\_\_\_ by December 1983.
3. Of the total number of users indicated in B.2 above, please indicate the number of users who can be scheduled for training in the following time periods.

<u>Month</u>	<u>Number of Users</u>
February, 1984	_____
March, 1984	_____
April, 1984	_____
May, 1984 (4/30-5/9)	_____
TOTAL	_____

4. Although the intent is to train all Operational/Staff users prior to IOC, will users in your organization/component need to attend an INTRODUCTION TO CAMS2 (P/S) course post-IOC; if so, in which of the following months?

<u>Month</u>	<u>Number of Users</u>
May, 1984 (5/21-5/30)	_____
June, 1984	_____
July, 1984	_____
TOTAL	_____

Part II - CAMS2 (P/S) LANGUAGE AND FUNCTIONS and  
CAMS2 (P/S) FOR THE STAFF USER

A. The CAMS2 (P/S) LANGUAGE AND FUNCTIONS course will be provided for Operational/Staff users who have not attended the existing CAMS Language and Functions course. Current planning provides for this course to be offered once prior to IOC (in April 1984). Staff users who have not attended the existing CAMS Language and Functions course as of 1 February 1984 will be required to attend the CAMS2 (P/S) LANGUAGE AND FUNCTIONS course.

After completing CAMS2 (P/S) LANGUAGE AND FUNCTIONS, new Operational/Staff users will attend the next scheduled session of the CAMS2 (P/S) FOR THE STAFF USER. A synopsis of the two courses follows.

The CAMS2 (P/S) LANGUAGE AND FUNCTIONS course is of ten days duration with prerequisites consisting of appropriate security clearances and familiarity with the Delta Data 7260T terminal\*. CAMS2 (P/S) FOR THE STAFF USER is of two days duration and provides instruction on programs which support tasks performed by the Operational/Staff user.

Topics covered in the courses include, but are not limited to:

INTRODUCTION TO CAMS2 (P/S)

User Command Language  
Nomination Process  
CAMS2 (P/S) Databases  
GIM-III  
Database Queries  
User Aids  
'ASKIT' Type Queries

CAMS2 (P/S) FOR THE STAFF USER

Review, Coordination, and  
Disposition Process  
Requirements Tasking/Transfer  
Process  
Accomplishments Analysis  
and Reporting

\* Reference Footnote on page 2.

B. Your responses to the following inquiries will assist in anticipating your organizations needs for a combination of the CAMS2 (P/S) LANGUAGE AND FUNCTIONS and CAMS2 (P/S) FOR THE STAFF USER courses. Please note that the final training on the existing CAMS system is tentatively scheduled for the last two weeks in January 1984.

1. Between the last course in January 1984 and IOC (15 May 1984), how many new users will not have attended the existing CAMS Language and Functions course? \_\_\_\_\_

2. How many new users in your organization will have CAMS on-the-job training and some hands-on CAMS experience for the months indicated below:

<u>Month</u>	<u>Number of Users</u>
February, 1984	_____
March, 1984	_____
April, 1984	_____
May, 1984	_____
TOTAL	_____

3. Of the number of users indicated in B.1 above, how many will be available to attend the CAMS2 (P/S) LANGUAGE AND FUNCTIONS course prior to IOC (i.e., the last 2 weeks of April)? \_\_\_\_\_

4. Of the total number of users indicated in B.1 above, will there be new users requiring training in the post-IOC time periods, and if so, how many?

#### CAMS2 (P/S) LANGUAGE AND FUNCTIONS

<u>Month</u>	<u>Number of Users</u>
May, 1984	_____
June, 1984	_____
July, 1984	_____
TOTAL	_____

#### CAMS2 (P/S) FOR THE STAFF USER

<u>Month</u>	<u>Number of Users</u>
May, 1984	_____
June, 1984	_____
July, 1984	_____
TOTAL	_____



## PART III - CAMS2 (P/S) SOFTWARE SUPPORT PROGRAMS

Although the courses described in PART I A. and PART II A. will provide an introduction to software packages available to CAMS2 (P/S) users through the P/S terminal, additional training is being considered in AIM, RAMIS, SAS, IDM/IDL, and VM/CMS. It is tentatively planned for the courses to run two to three days in duration; the courses will not be scheduled consecutively. A brief description of each of these programs is as follows:

AIM - is a generalized office automation package and electronic mail service which allows for memo writing capabilities, meeting notices, bulletin board, and document distribution.

RAMIS - provides a generalized report generation capability, operating in either an on-line or off-line mode using data obtained from CAMS2 (P/S) database.

SAS - is a generalized statistical package to support CAMS2 (P/S) analysis and reporting capabilities.

IDM/IDL - IDM is the relational database which stores the feedback and accomplishments data; IDL is the database command language used on the IDM. GIM will be used to access this data.

VM/CMS - is the IBM supplied operating system under which CAMS2 (P/S) will run; VM/CMS is a timesharing system which controls P/S and determines how files are created, maintained, and executed.

NOTE: For more detailed information, please refer to the CAMS2 (P/S) Preliminary System Design Specification Document, Chapter 3, TCS-004E-0003-82, dated 22 February 1982.

1. Will the users in your organization need this type of training? \_\_\_\_\_
2. If the answer to Question 1 above is yes, how many users would attend the classes in the time frames indicated:

	PRE-IOC	POST-IOC			
		<u>May</u>	<u>June</u>	<u>July</u>	<u>after August 1984</u>
AIM	_____	_____	_____	_____	_____
RAMIS	_____	_____	_____	_____	_____
SAS	_____	_____	_____	_____	_____
IDM/IDL	_____	_____	_____	_____	_____
VM/CMS	_____	_____	_____	_____	_____

In the space below, please provide any additional comments you wish to make concerning your organization's training needs.

Approved: \_\_\_\_\_

Signature

\_\_\_\_\_  
Title/Organization

\_\_\_\_\_  
Date